



## **Waste Tire Generator Guidance Supplemental Information**

1. *It is your responsibility as a waste tire generator to read, understand and follow LDEQs waste tire rules and regulations. Failure to follow the rules and regulations may result in enforcement actions which could include fines and/or penalties. The rules and regulations may be found on our DEQ webpage below.*
2. As a tire dealer, you must collect a disposal fee for each tire sold according to the schedule listed below:
  - a. **Two dollars (\$2) for each Passenger/Light Truck/Small Farm Service Tire sold** – a tire weighing less than 100 pounds and normally used on automobiles, pickup trucks, sport utility vehicles, front steer tractors and farm implement service vehicles.
  - b. **Five dollars (\$5) for each Medium Truck Tire sold** – a tire weighing 100 pounds or more and normally used on semi-trailer, truck-tractor, semi-trailer combination or other like vehicles used primarily to commercially transport persons or property.
  - c. **Ten dollars (\$10) for each Off Road Tire sold** – a tire weighing 100 pounds or more and is normally used on off-road vehicles.
  - d. **One Dollar and twenty-five cent (\$1.25) for each Recapped or Retreaded Tire sold** -  
Any tire that has been reconditioned from a used tire and sold for use on a motor vehicle.
3. The disposal fee shall be listed on a separate line of the retail sales invoice. No tax of any kind shall be applied to this fee. Tire dealers that charge the customer an additional disposal charge (with sales tax), may not list this cost as a Louisiana Department of Environmental Quality charge.
4. Eligible Tires are tires with valid, verifiable documentation supporting the fees due and remitted to the department, unless otherwise deemed eligible by the Department. Supporting documentation can include, but is not limited to:
  - a. Invoice of the tire sale
  - b. Documentation of tire service
  - c. Documentation of Louisiana titled vehicles entered into the National Motor Vehicle Title Information System (NMVTIS) or the Louisiana Department of Public Safety Auto-Hulk system
5. Ineligible Tires are tires not deemed Eligible by the Department and are the financial responsibility of the generator to dispose of legally. These can include, but are not limited to:
  - a. Waste tires generated out of Louisiana
  - b. Unauthorized tire piles
  - c. Tires for which a Louisiana Waste Tire Disposal fee was collected and was not remitted to the Department
  - d. Purchased used tires that are not suitable for re-sale
6. Tire dealers must accept from the purchaser, at the time of the purchase a new or used tire, one waste tire for every tire sold, unless the purchaser chooses to retain his/her tire(s). **A fee is required on tires sold, even if the purchaser chooses to keep their tire(s).** The purpose of the Waste Tire Disposal fee is to dispose of the tire(s) being purchased, not the waste tire(s) generated at the time of the purchase.





7. All waste tires must be kept covered at all times or stored indoors. Coverage could include but is not limited to sheds, containers, tarps, etc.
8. You cannot keep more than 150 waste tires on your property unless they are stored in a transportable collection container.
9. You must submit a Monthly Waste Tire Fee Report for each month reporting your sales of new tires, used tires, or tires sold on new motor vehicles. All DEQ fees collected from your customers must be submitted along with the fee report. If you have a month in which you do not sell any tires, you **must** still turn in the Monthly Waste Tire Fee Report, reporting zero sales. The fee report and money are due to DEQ by the 20<sup>th</sup> of the month following the reported month of sales. If we do not receive this fee report and the applicable fees each month by the due date, your facility will be considered delinquent and is subject to audit and/or enforcement actions which could include fines.
10. When you have waste tires to be picked up, you must call one of the permitted processors or authorized transporters. Lists of the permitted processors and authorized transporters are available on the Department website which is provided at the end of this document.
11. You or a representative from the business shall be present when an authorized transporter is picking up your waste tires. Upon completion, they are required to leave with you a yellow copy of Generator Waste Tire Manifest. Within 30 days you should receive from the processor a green copy of the Generator Waste Tire Manifest. If you do not receive the green copy within 45 days, you shall contact this office at the phone number, email or mailing address provided at the end of this document.
  - a. You are required to determine and confirm the number of tires being picked up at your location. Estimates are not acceptable. **Your signature on the Generator Waste Tire Manifest certifies the information located on the Generator portion of the manifest is accurate.** Upon determinations of discrepancies between your yellow and green copies, you should contact your processor for clarification. If clarification can not be obtained, contact this office at the phone number, email or mailing address provided at the end of this document.
12. You are required to keep a complete record of all tire transactions in sufficient detail to be of value in determining the correct amount of fees due. This shall include but is not limited to: invoices (sales, mount and balance, rim repairs), inventory records, yellow and green copies of manifests, copies of submitted monthly fee reports, and any other information deemed necessary by the department. These shall be kept at your place of business for a minimum of three (3) years prior to the current date. These records shall be made available upon request for audit and/or inspection at the place of business during regular business hours; unless an alternate storage location is approved in writing by the administrative authority.
13. The Tire Customer Notice shall be posted at your place of business, where it is visible to your customers. The Tire Customer Notice was enclosed in the Generator Notification package you received from this Department. It can also be printed from the website listed at the end of this document.





14. Any changes to your facility's business status or location shall be submitted to the Department in writing. Changes could include, but are not limited to: ownership changes, business name changes, business closing, changes in types of tire sales, opening another location, or contact changes (address, phone, etc). Location changes will result in the assignment of new DEQ ID numbers.
15. If someone leaves waste tires at your location without your approval, then you are encouraged to file a police report. Documentation of the number of tires that were dropped off is required. These records should be available for audit purposes for a minimum period of three years.
16. All tire wholesalers shall keep a record of all tire sales made in Louisiana. These records shall contain the name and address of the purchaser, the date of the purchase, the number of tires purchased, and the type and size of each tire purchased. These records shall be maintained by all parties for a minimum of three years and shall be made available for audit and/or inspection at the place of business during regular business hours.
17. If you have any questions, you may contact the Waste Permits Division at;
  - a. 1-866-896-LDEQ (5337) or 225-219-LDEQ (5337)
  - b. Department website address: [www.deq.louisiana.gov/wastetires](http://www.deq.louisiana.gov/wastetires)
  - c. Email to: \_DEQ-SECT-WASTE TIRES
  - d. Mail to:

Department of Environmental Quality  
Attn: Waste Permits Division  
Post Office Box 4313  
Baton Rouge, Louisiana, 70821-4313

